Visayas State University
INSTRUCTION
Visca, Baybay City, Leyte

OFFICE PERFORMANCE COMMITMENT & REVIEW (OPCR)

I, **BEATRIZ S. BELONIAS, Vice President for Instruction**, commits to deliver and agree to be rated on the attainment of the following accomplishments in accordance with the indicated measures for the period **January to June, 2019**.

EDGARDO E. TULIN
President

BEATRIZ S. BELONIAS
VP for Instruction
Date:

MFO No.	MFO Description	Success/Performance Indicator (PI)	Units/Persons Responsible	Target	Actual Accomplishment	Rating				Remark
						Quality	Efficiency	Timeliness	Average	
UMFO 1: Advanced Education Services										
	OVPI MFO 1. Graduate Degree Program Management Services									
		PI 1: Number of graduate degree specializations offered and monitored	OVPI, OGS, College, Department	43	43	4	5	5	4.67	
		PI 2: Total FTE monitored	OVPI, OGS, College, Department	5	30.73	5	5	5	5.00	
		PI 3: Percentage increase in number of graduate students enrolled	OVPI, OGS, Department, Registrar	13%	28.30%	5	5	5	5.00	
		PI 4: Percentage increase in number of students who graduated within prescribed period	OVPI, OGS, Department, Registrar	12%	48.90%	5	5	5	5.00	
		PI 5: Number of graduate degree program evaluated and monitored	OVPI, OGS, Department	2	5	5	5	5	5.00	
	OVPI MFO 2. Graduate Student Management Services									
		PI 1: Number of graduate students awarded with scholarship/ assistantship	OVPI, OGS, OPO, Department	50	120	5	5	5	5.00	
		PI 2: Percentage of graduate students awarded with scholarship/ assistantship who graduated within prescribed period	OVPI, OGS, OPO, Department, Registrar	70%	85%	5	5	5	5.00	
		PI 3: Number of graduate students awarded with honors/distinction	OVPI, OGS, OPO, Department, Registrar	25	32	5	5	5	5.00	
UMFO 2. Higher Education Services										
	OVPI MFO 1. Curriculum Program Management Services									
		PI 1: Total FTE monitored	OVPI, Department	120	667.27	5	5	5	5.00	
		PI 2: Number of new undergraduate curricular program compliant to CMO, approved and offered	OVPI, Department, Univ. Curriculum Committee	1	3	5	5	5	5.00	
		PI 3: Number of existing curriculum proposal subjected to evaluation and compliant to CMO	OVPI, Department, University Curriculum Committee	1	4	5	5	5	5.00	
		Number of curriculum programs subjected to regional evaluation			2					
		Number of curriculum programs applying for Certificate of Program Compliance (COPC)			2					
		PI 4: Increase in number of undergraduate students enrolled	OVPI, Registrar, College, Department	150	862	5	5	5	5.00	
		PI 5: Percentage increase in the number of undergraduate students who graduated within prescribed period	OVPI, Registrar, College, Department	12%	16.00%	5	5	5	5.00	
		PI 6: Percentage passing of students in licensure board examination	OVPI, Department, Registrar, URC	60.00%	100.00%	5	5	5	5.00	Mechanical Engineers
	OVPI MFO 2. Student Management Services									

1

Performance Indicator	Source	Target	Accomplishment				Average
PI 1: Percentage increase of students enrolled in different degree programs	OVPI, Department, Registrar	8%	17.24%	3	5	5	4.33
PI 2: Number of students awarded with scholarship/fellowship/grants/assistantships	OVPI, Department, Registrar, USSO, Units	200	485	5	5	5	5.00
PI 4: Number of students availing of dormitory facilities	OVPI, USSO	1800	1770	3	5	5	4.33
PI 5: Number of undergraduate students awarded with honors/distinction	OVPI, Department, Registrar, USSO	300	398	5	5	5	5.00
UMFO 5. Support to Operations (STO)							
OVPI MFO 1. Faculty Development Services							
PI 1: Number of faculty pursuing advanced research degree programs (PhD) facilitated, monitored and assisted	OVPI, ODAHRD, SFAC, Department	5	10	5	5	5	5.00
PI 1.1: Number of faculty pursuing advanced research degree programs (MS) facilitated, monitored and assisted		20	55	5	5	5	5.00
PI 1.2 Number of faculty who finished advanced degree programs on time		10	45	5	5	5	5.00
PhD			2				
MS							
PI 2: Number of faculty availing of scholarships		50	112	5	5	5	5.00
PhD		25	71				
MS		25	41				
Sabbatical Leave			7				
PI 3: Number of faculty sent for trainings, seminars, conferences		55	120	5	5	5	5.00
OVPI MFO 2. Faculty Recruitment/Hiring Services							
PI 1: Number of faculty recruited/hired aligned with ISO standards	OVPI, ODAHRD, APB, Department	6	10	5	5	5	5.00
OVPI MFO 3. Faculty Evaluation Services							
PI 1: Percentage of faculty rated by students with at least very satisfactory rating in 50% of the subjects evaluated	OVPI, Department, admin staff	80%	100%	5	5	5	5.00
OVPI MFO 4. Admission & Registration Services							
PI 1: Number of graduating junior high school (K10) students promoted to SHS	OVPI, USSO, Registrar's Office, SHS	150	140	3	5	5	4.33
PI 2: Number of students enrolled and validated within scheduled regular registration period	OVPI, USSO, Registrar's Office	2500	5862	5	5	5	5.00
OVPI MFO 5. Guidance and Counseling & Support to Students Services							
PI 1: Number of guidance activities conducted	OVPI, USSO	2	3	5	5	5	5.00
PI 2: Percentage of students who have availed of guidance and counseling services	OVPI, USSO	85%	100%	5	5	5	5.00
PI 3: Number of students awarded scholarship and grants	OVPI, USSO	200	485	5	5	5	5.00
PI 4: Number of best practices on students services implemented	OVPI, USSO	4	5	5	5	5	5.00
OVPI MFO 6. Library Services							
PI 1: Percentage increase in the number of resources acquired and made available to students, faculty, staff and researchers	OVPI, Univ Lib	95%	99%	5	5	5	5.00
PI 2: Percentage increase in the number of students, faculty, staff and researchers availing the Library resources, services and facilities	OVPI, Univ Lib	95%	100%	5	5	5	5.00
PI 3: Number of best Library practices introduced which increase demand to avail of Library services	OVPI, Univ Lib	6	8	5	5	5	5.00
OVPI MFO 7. Distance Education Services							
PI 1: Number of distance education curricular programs implemented	OVPI, OGS, OPO, Registrar, Department	4	5	5	5	5	5.00
PI 2: Percentage increase in the number of extramural students enrolled	OVPI, OGS, OPO, Registrar, Department	1%	27.00%	5	5	5	5.00
PI 3: Number of extramural students graduated within the prescribed period	OVPI, OGS, OPO, Registrar, Department	1	1	4	5	5	4.67
OVPI MFO 8. Program and Institutional Accreditation Services							

Performance Indicator	Office	Target	Accomplishment				Rating
PI 1: Number of degree program specializations which passed accreditation/evaluation of at least Level 1	OVPI, Other, Department	1	1	4	5	5	4.67
PI 2: Number of institutional accreditation held and passed	OP, OVPI, QAC, OGS, Department, all units	NA					
PI 3: Number of degree programs compliant with CHED	OVPI, QAC, College, Department	13	19	5			5.00
Number of quality procedures subjected to ISO format	OVPI, QAC, Registrar	10	50				5.00

OVPI MFO 9. Development Broadcasting & Communication Services

Performance Indicator	Office	Target	Accomplishment				Rating
PI 1: Number of technical services rendered	OVPI, DYDC	75	125	5	5	5	5.00
PI 2: Number of radio programs developed and aired	OVPI, DYDC	125	160	5	5	5	5.00
PI 3: Number of guests invited and interviewed on air	OVPI, DYDC	25	28	5	5	5	5.00
PI 4: Number of beneficiaries/clientele served	OVPI, DYDC	100	135	5	5	5	5.00
PI 5: Number of queries served on time	OVPI, DYDC	120	793	5	5	5	5.00
PI 6: Number of student interns supervised	OVPI, DYDC	5	12	5	5	5	5.00

OVPI MFO 1. Administrative and Facilitative Services

Performance Indicator	Office	Target	Accomplishment				Rating
PI 1: Number of colleges, departments & support units supervised, monitored & coordinated	OVPI, College, Department	45	45	4	5	5	4.67
PI 2: Number of management meetings conducted	OVPI, College, Department	38	81	5	5	5	5.00
PI 3: Number of documents acted	OVPI, College, Department	2500	5000	5	5	5	5.00
PI 2: Number of university committees/ boards/council chaired & coordinated	OVPI, College, Department	6	7	5	5	5	5.00
PI 3: Number of personnel policies reviewed and endorsed to UADCO & approved by BOR	OVPI, ODAHRD, PRPEO, College, Department	1	3	5	5	5	5.00
PI 4: Number of academic related policies reviewed and endorsed to UADCO & approved by BOR	OVPI, College, Department	1	6	5	5	5	5.00
PI 5: Number of frontline academic services monitored and ensured to be customer friendly & efficient and citizens charter posted conspicuously	OVPI, College, Department, Units	13	15	5	5	5	5.00
PI 6: Number of new faculty recruited/hired using procedures aligned with ISO standards	OVPI, ODAHRD, PRPEO, APB, College, Department	6	10	5	5	5	5.00
PI 8: Percentage of faculty evaluated by their students	OVPI, PRPEO, Department, Admin Staff	90%	100%	5	5	5	5.00
PI 9: Percentage implementation of SPMS & PBB	PMT	90%	99%	5	5	5	5.00

OVPI MFO 2. Frontline Services

Performance Indicator	Office	Target	Accomplishment				Rating
PI 1: Efficient and customer-friendly frontline service	Zero percent of complaints not acted / All offices under OVPI	0	Minor complaints	5	5	5	5.00

Best practices/new initiatives

A. Conducted Test Item Analysis of the College Entrance Examination test questions				5	5	5	5.00
B. Revised the CEE test questions based on the result of the analysis							
C. Submitted the following proposals for BOR approval:							
Changing the nomenclature of MS and MAgDev major fields into separate degree programs				5	5	5	5.00
Setting deadlines for submission of graduation requirements				5	5	5	5.00
Style Manual for Graduate Thesis				5	5	5	5.00
Granting of Rest and Renewal type of Sabbatical Leave				5	5	5	5.00
Affirmative Admission Policy for Children of Under-Privileged Families and Other Disadvantaged Sectors of Society				5	5	5	5.00
Offering of BS Math, BS Applied Physics and AB English				5	5	5	5.00
Recommended 7 faculty for sabbatical leave				5	5	5	5.00
Total Over-all Rating				**310.00**	**320.00**	**320.00**	**316.67**

Average Rating			4.84	5.00	5.00	4.95	
Adjectival Rating				Outstanding			

Received by:

~~Dans~~
DILBERTO O. FERRAREN
VP-Planning
Date: _____

Calibrated by:

REMBERTO A. PATINDOL
Chairman, PMT
Date: _____

Recommending Approval:

BEATRIZ S. BELONIAS, Ph.D.
Vice Pres. for Instruction
Date: _____

Approved:

EDGARDO E. TULIN, Ph.D.
President
Date: _____

4